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ABSTRACT

This report describes 45 adult literacy education programs in New York State funded under Section 353 of the Adult Education Act. The projects are grouped in the following categories: statewide initiative grants; installation grants (GRASP--Giving Rural Adults a Study Program, external high school diploma grants, Job Club grants, adult career counseling centers, and television high school equivalency programs); continuation grants; and minigrants. For each program, the following information is provided: administering agency, title, description of the program, target population, project director, and funding amount. Besides the projects that focus on teaching adult literacy, some projects were conducted for staff development and resource dissemination. (KC)

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SPECIAL PROJECTS IN NEW YORK STATE

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ADULT EDUCATION ACT

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NEW YORK
THE STATE OF LEARNING

The University of the State of New York
The State Education Department
Bureau of Adult and Continuing Education
Program Development
Albany, New York 12234

SPECIAL PROJECTS IN NEW YORK STATE

Fiscal Year 1989

ADULT EDUCATION ACT

The University of the State of New York
The State Education Department
Bureau of Adult and Continuing Education
Program Development
Albany, New York 12234

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Message to the Adult Educator/Acknowledgments

This publication represents the Division of Adult and Continuing Education Programs' efforts to provide adult education administrators, teachers, and other interested parties with resource information based on projects funded for fiscal year 1989. Under Section 353 of the Adult Education Act, Special Projects are funded to strengthen adult literacy programs. These projects address the development and dissemination of innovative instructional methods, program delivery systems, and administrative systems.

The publication was developed under the direction of Russell Kratz, Chief of the Bureau of Adult and Continuing Education Program Development, and Carol Jabonaski, Supervisor of the Program Development and Coordination Unit. Information related to content was provided by Sara Knower, Associate in Continuing Education, Glenn Schechtman, Assistant in Continuing Education, and Maria Dos Santos, VISTA volunteer.

Further information related to New York State's Special Projects may be obtained by contacting:

Bureau of Adult and Continuing Education
Program Development
New York State Education Department
Albany, New York 12234
(518) 474-8700

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Statewide Initiative Grants

Statewide Initiative Grants for FY 1989 have two priority areas:

- *Adult Education Awareness/Marketing Campaign for Adult Literacy* is needed to make the general public aware of the problem of illiteracy in New York State and to develop a statewide campaign that will encourage adults throughout New York State who are in need of adult basic education services to enroll in programs.
- *Adult Students with a Learning Disability* is needed to provide adults, who have special learning problems, with an improved education system. The project was designed to train selected teachers to become teacher-trainers in the area of learning disabilities and to provide training to other teachers throughout the State.

Agency: **Interorganizational Relationships, Ltd.**

Project Title: Adult Education Awareness/Marketing Campaign for Adult Literacy

Description: The project is designed to produce, using the most-up-to date marketing techniques, an adult literacy public awareness campaign which will coordinate with current national and statewide efforts such as Project Literacy U.S. (PLUS) and the State Education Department's literacy hotline. In addition, the project seeks to encourage those adults needing literacy education to enroll in programs. Through special marketing training, the project also seeks to improve the promotion and marketing capabilities of local adult literacy providers.

In FY 1988, new public relations materials were developed with video public service announcements (PSAs) being the major focus. Social marketing training was expanded to include two additional workshops: Marketing II and Maximizing Resources. In addition, marketing techniques which have been successful in reaching target populations were collected and disseminated through print and visual media, thus enabling adult literacy providers to pattern local advertising campaigns after effective models.

In FY 1989, special attention will be given to reaching eligible legalized aliens (ELAs) needing educational services in order to meet the requirements for permanent residency under the provisions of the Immigration Reform and Control Act (IRCA) of 1986. Special PSAs targeted to these multi-cultural populations are being developed for television and radio. Additionally, several marketing workshops will be given, training an estimated 60 people in social marketing techniques.

Target Population: Adult Educators

Project Director: Barbara Smith
Interorganizational Relationships, Ltd.
P.O. Box 55
Altamont, New York 12009
(518) 462-9703

Funding: FY 1989: $105,826

Agency: **Rochester City School District**

Project Title: Adult Students with a Learning Disability

Description: This project was designed to assist teachers in their efforts to provide quality instruction to adult students with learning disabilities. In the statewide training workshops, teachers developed their awareness of problems often associated with learning disabilities, learned about classroom instruments to be used for preliminary screening, and gained knowledge about strategies for improving the education process.

The project incorporated a teacher-trainer design, with 25 teachers selected to become trainers. In FY 1988, an estimated 375 adult educators, including administrators, counselors and aides, received specialized training in learning disabilities.

For FY 1989, a needs assessment will be used in developing the core elements of the curriculum to be used during an intensive 10-day advanced workshop to be held in the summer of 1989. In addition, the project will develop training videos in cooperation with Albany Educational Television (AET) to demonstrate instructional strategies and appropriate use of materials.

Target Population: Adult Educators

Project Director: Claire Miles
City School District of Rochester
1341 West Broad Street
Rochester, New York 14608
(716) 325-4560

Funding: FY 1989: $33,103

Installation Grants

Installation Projects are one-year grants available for replication of successful models.

Installation Projects are available for the following model programs:

1. GRASP (Giving Rural Adults A Study Program)
2. EDP (External High School Diploma Program)
3. Job Club
4. Adult Career Counseling Centers
5. KET/GED on Television.

Model Projects are funded for GRASP, EDP, and Career Counseling in multiple years, while installation projects are funded for one year.

GRASP Model: The model has been in existence for six years and has provided technical assistance to programs installing the GRASP component. Assistance is provided in a two-day workshop which presents an overview of the GRASP system, including performing student assessments, selecting materials and establishing the delivery system. GRASP programs currently operate in 30 sites throughout New York State.

External Diploma Program Model: The model provides technical assistance to programs installing the EDP component. Currently, there are 20 state-funded EDP programs. These programs are monitored and evaluated to ensure a consistent level of quality. As changes occur in education, EDP is modified to reflect these changes.

Adult Career Counseling Model: The model has been established in 21 sites across the State. Workshops and internships are provided which train counselors in both the cognitive and affective processes important to counseling adults in career decision making.

KET/GED on Television Model: The model provides training in establishing a KET/GED on TV tutorial program. Experience has shown that individuals preparing for the GED examination have a greater rate of success when involved in a tutorial program.

GRASP

Originally designed to provide rural adults with a home study course, GRASP (Giving Rural Adults a Study Program) has been expanded to serve urban and suburban populations. This expansion is necessary because varying life situations often prohibit adults from attending traditional ABE and GED programs.

GRASP is a monitored program using a competency-based curriculum. Materials are delivered to students through library loan systems and school couriers. Clients are referred by other students, community agencies, and local social services departments.

Established programs installing GRASP receive technical assistance. The core curriculum is continually updated; the most recent additions included writing skills components to accommodate changes in the GED.

Target Population: **Adults in Need of Home Study.**

Model Project

Agency: **Washington-Warren-Hamilton-Essex BOCES**

Project Director: Carol Bartlett
Washington-Warren-Hamilton-Essex BOCES
Dix Avenue
Hudson Falls, New York 12839
(518) 793-7721, Ext. 224

Funding Amount: FY 1989: $7,831

Installation Projects For FY 1989

Agency: **Cheektowaga-Maryvale Union Free School District**

Project Director: Suzanne Licata
Cheektowaga-Maryvale Union Free School District
777 Maryvale Drive
Cheektowaga, New York 14225
(716) 631-9630

Funding Amount: $5,000

* * *

Agency: **Gloversville Enlarged School District**

Project Director: David Berger
Gloversville Enlarged School District
199 Lincoln Street
Gloversville, New York 12078
(518) 725-2705

Funding Amount: $5,000

Agency: **Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES**

Project Director: Sandra Cleary
Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES
Arsenal Street Road
Watertown, New York 13601
(315) 788-3410, Ext. 303

Funding Amount: $5,000

* * *

Agency: **Southern Westchester BOCES**

Project Director: Joseph Schwartzberg
Southern Westchester BOCES
65 Grasslands Road
Valhalla, New York 10595
(914) 761-3400

Funding Amount: $5,000

* * *

Agency: **Ulster County BOCES**

Project Director: Shirley Toth
Ulster County BOCES
P.O. Box 601
Port Ewen, New York 12466
(914) 331-6680

Funding Amount: $5,000

External High School Diploma Program

The New York State External High School Diploma Program is an innovative high school credentialing program for adults who have acquired skills through their life experiences and are able to demonstrate these skills through an applied performance assessment system. Through this assessment system, adults are provided with an alternative method to obtain a high school diploma.

Target Population: Adults in Need of a High School Diploma

Model Project

Agency: **Rensselaer-Columbia-Greene BOCES**

Project Director: Ilene Clinton
Rensselaer-Columbia-Greene BOCES
97 Industrial Park Road
Troy, New York 12180
(518) 273-2107

Funding Amount: FY 1989: $45,966

Installation Projects for FY 1989

Agency: **Orange-Ulster BOCES**

Project Director: Robert Michel
Orange-Ulster BOCES
Gibson Road
Goshen, New York 10924
(914) 294-2260

Funding Amount: $5,000

JOB CLUB

Job Club provides unemployed adult students with training in job seeking skills. The program is an outgrowth of a cooperative relationship with local departments of social services which actively recruit potential clients to receive training. The program teaches assertiveness, builds upon the past successes of clients, and emphasizes personal characteristics that are important to becoming employed. A job club operates with 8-12 persons engaged for two to four weeks in job club activities culminating in securing employment.

Target Population: **Unemployed Adults**

Installation Projects for FY 1989

Agency: **Dutchess County BOCES Adult Program**

Project Director: Gary Brady
Dutchess County BOCES Adult Program
Rd #1, Box 369-A Salt Point Turnpike
Poughkeepsie, New York 12601
(914) 471-9203

Funding Amount: $5,000

* * *

Agency: **Economic Opportunity Program Inc. of Chemung County**

Project Director: Frances Crew
Economic Opportunity Program of Chemung County
318 Madison Avenue
Elmira, New York 14901
(607) 734-6174

Funding Amount: $5,000

* * *

Agency: **Erie 1 BOCES**

Project Director: Orville P. Harris
Erie 1 BOCES
2 Pleasant Avenue W.
Lancaster, New York 14086
(716) 686-2027

Funding: $5,000

Agency: **L.K. Painter Community Center**

Project Director: James Hall
L.K. Painter Community Center
P.O. Box 575
Collins, New York 14034
(716) 532-2006

Funding: $5,000

* * *

Agency: **Niagara Falls City School District**

Project Director: Cynthia Bianco
Niagara Falls City School District
607 Walnut Avenue
Niagara Falls, New York 14301
(716) 286-4253

Funding: $5,000

ADULT CAREER COUNSELING CENTERS

Adult Career Centers provide students with counseling and guidance activities related to careers. The centers use a group dynamics counseling model.

Model Project

Agency: **Port Washington Public Schools**

Project Title: Adult Career Counseling

Description: This project provides staff development activities to education agencies engaged in developing career counseling components. Its goal is to have in place a statewide network of functioning adult career counseling centers which have trained counselors who participated in workshops and internship experiences. The counselors are replicating the group process model which has been the core of the career counseling project from its inception. Objectives of the program include: a three-day training workshop, opportunities for internship, funding of new model centers, additional distribution/reprinting of the adult career counseling manual, and the development of a network of regional trainers and a regional support system.

Target Population: Counselors and Administrators

Project Director: Barbara Gross
Port Washington Public Schools
99 Campus Drive
Port Washington, New York 11050
(516) 883-4000, Ext. 321

Funding Amount: FY 1989: $33,060

Installation Projects for FY 1989

Agency: **Erie II-Chautauqua-Cattaraugus BOCES**

Project Director: Donald Grasso
Erie 2-Chautauqua-Cattaraugus BOCES
3340 Baker Road
Orchard Park, New York 14127
(716) 662-0135

Funding: $5,000

* * *

Agency: **Franklin-Essex-Hamilton BOCES**

Project Director: Theodore Grenville
Franklin-Essex-Hamilton BOCES
P.O. Box 28
Malone, New York 12953
(518) 483-5230

Funding: $2,000

Agency: **Kenmore-Town of Tonawanda Union Free School District**

Project Director: Michelle Kavanaugh
Kenmore-Town of Tonawanda Union Free School District
1500 Colvin Boulevard
Kenmore, New York 14223
(716) 877-6800

Funding: $2,068

* * *

Agency **Livingston-Steuben-Wyoming BOCES**

Project Director: Barney Mitchell
Livingston-Steuben-Wyoming BOCES
Lackawanna Avenue
Mt. Morris, New York 14510
(716) 658-2253

Funding: $5,000

* * *

Agency: **Mount Vernon City School District**

Project Director: Ralph Tedesco
Mount Vernon City School District
165 North Columbus Avenue
Mt. Vernon, New York 10553
(914) 668-6580, Ext. 472

Funding: $2,000

* * *

Agency: **Newburgh City School District**

Project Director: Joseph Raiti
Newburgh City School District
124 Grand Street
Newburgh, New York 12550
(914) 561-8500

Funding: $2,000

* * *

Agency: **Rockland County BOCES**

Project Director: Mary Lou Shedler
Rockland County BOCES
61 Parrott Road
West Nyack, New York 10994
(914) 623-3828

Funding: $5,000

Agency: **Schuyler-Chemung-Tioga BOCES**

Project Director: Francis Mitchell
Schuyler-Chemung-Tioga BOCES
431 Philo Road
Elmira, New York 14903
(607) 739-3581

Funding: $2,000

* * *

Agency: **Southern Westchester BOCES II**

Project Director: Robert Giuliano
Southern Westchester BOCES II
65 Grasslands Road
Valhalla, New York 10595
(914) 761-3400

Funding: $3,436

KET/GED ON TELEVISION

The KET/GED on Television high school equivalency program combines a series of videotaped lessons and print materials with direct services, including student recruitment, screening, telephone tutoring, and/or classes to assist students in preparing for the GED examination.

Target Population: **Adults in Need of a High School Diploma**

Model Project

Agency: **Greece Central School District**

Project Director: Cecily Bodnar and Duane Rupert
P.O. Box 300
North Greece, New York 14515
(716) 225-4410

Funding: $3,872

Installation Projects for FY 1989

Agency: **City School District of Albany**

Project Director: John Tracy
City School District of Albany
Academy Park, New York 12207
(518) 462-7292

Funding: $2,500

* * *

Agency: **Livingston-Steuben-Wyoming BOCES**

Project Director: Barney Mitchell
Livingston-Steuben-Wyoming BOCES
Lackawanna Avenue
Mt. Morris, New York 14510
(716) 658-2253

Funding: $2,500

Agency: **Suffolk BOCES I**

Project Director: Sharon Fagan
Suffolk BOCES I
Adult Learning Center
313 West Main Street
Riverhead, New York 11901
(516) 727-1984

Funding: $2,500

* * *

Agency: **Suffolk BOCES III**

Project Director: Joseph Myers and Ciro Aiello
Suffolk BOCES III
507 Deer Park Road
Dix Hills, New York 11746
(516) 549-4900

Funding: $2,500

Continuation Grants

Continuation grants fund special projects and ongoing staff development for new initiatives. Renewal is determined on a year to year basis.

Agency: **Albany Adult Learning Center**

Project Title: Albany Educational Television Continuation Project

Description: Albany Educational Television (AET) has been a leader in the use of both video and television technology to meet the special needs of adult students and educators.

In FY 1988, the following activities took place: 22 1/2 hours of education programming was broadcast, including the KET/GED series, and a 30-segment reading series for intermediate readers. PSAs promoting adult education services were developed and Continuing Education Update (CEU) was produced four times and distributed to 85 literacy providers. "The Writing Process" was duplicated and disseminated and a video illustrating how to administer and score the new ABE/ESL Placement Test was developed and produced.

The support of AET has provided State-sponsored literacy programs with quality instructional tapes and a statewide communication system through the video newsletter, Continuing Education Update. In FY 1989, this service will continue with the development and production of instructional tapes in the areas of ESOL, teaching writing to adults, and learning disabilities. In addition, four editions of the CEU will be produced and disseminated to literacy coordinators in New York State. As part of this year's CEUs, a portion of the Update will be devoted to regional profiles in which an area of the state will be highlighted.

Target Population: ABE/ESL/GED Students and Adult Educators

Project Director: John Tracy
Adult Learning Center
27 Western Avenue
Albany, New York 12203
(518) 462-7292

Funding: FY 1989: $160,052

* * *

Agency: **Literacy Volunteers of New York State**

Project Title: Literacy Volunteers Adult Basic Reading and Conversational English Tutorial Program

Description: Literacy Volunteers of New York provides a one-to-one tutorial program to teach reading, listening and speaking to adult nonreaders.

In FY 1988 the funds were used to conduct 25 on-site consultations and 10 regional resource development workshops in which local literacy staff were prepared in methods to train tutors. In addition, a statewide training conference was designed and offered, a targeted needs assessment was developed, and the public relations network was strengthened by recruiting public and private sector leadership.

In FY 1989, the project seeks to establish a literacy technical assistance and training center and to promote public awareness of literacy as a critical public policy issue. Objectives include providing regional workshops and inservice trainings, identifying affiliates for assessment instruction, and conducting a Statewide Annual Meeting/Training Session.

Target Population: Trainers, Administrators, and Literacy Volunteers

Project Director: Kevin Smith
Literacy Volunteers of New York State
777 Maryvale Drive
Cheektowaga, New York 14225
(716) 631-5282

Funding Amount: FY 1989: $114,653

* * *

Agency: **Nassau County BOCES**

Project Title: Long Island Regional Staff Development Project

Description: A staff development system developed in prior years is being expanded to accommodate changes in the delivery of literacy education. The focus of the project is to address both the short-term and long-range needs of teachers and administrators responsible for ABE, GED, and ESOL programs. The diagnostic/prescriptive training model serves as the foundation for instruction in both ABE, GED, and ESOL classes. On an annual basis, workshops are developed for new teachers (Level I), experienced teachers (Level II), and master teachers (Level III) with the goal of making good teachers better, and experienced teachers master teachers as they advance along a continuum of instructional skills. To promote the advancement of teaching using the present model, a workshop on instructional supervision is being presented to administrators of literacy programs.

In FY 1989, the project will support the expansion and refinement of the diagnostic/prescriptive training model in order to further identify and provide for the training needs of new and experienced personnel, introduce and integrate new curriculum developments, and introduce and refine new techniques and approaches to instruction and program development.

Target Population: ABE/ESL/GED Teachers and Administrators

Project Director: Clarence R. Becker
Nassau County BOCES
Valentine Road & The Plain Road
Westbury, New York 11590
(516) 997-8700, Ext. 381

Funding Amount: FY 1989: $60,000

* * *

Agency: **Two-Year College Development Center, SUNY-Albany**

Project Title: Support Systems for Adult Education

Description: This project supports regional staff development activities, a literacy hotline/information center, and the continuing development of a statewide database collection system.

In FY 1988, administrative and consultative services for such events as workshops, conferences, and training sessions were continued. The hotline was also improved through the installation of more sophisticated equipment. In addition, the statewide database was expanded to accommodate ongoing activities related to literacy programs. From its inception in September 1986, through January 1988, the hotline has received a total of 1,326 calls from potential students and 1,273 calls from potential volunteers. Of the student calls, 74.7 percent inquired about ABE programs, 14.1 percent requested information on the GED, and 11.2 percent related to ESOL programs.

In FY 1989, the project will continue to expand adult education support through the hotline by emphasizing personalized responses to potential clients and by initiating a publicity component to reach potential students.

Target Population: Potential Adult Students and Volunteers

Project Director: Gene Winter
Two-Year College Development Center
SUNY-Albany, Draper 306
135 Western Avenue
Albany, New York 12222
(518) 442-5590

Funding Amount: FY 1989: $147,966

* * *

Agency: **Two-Year College Development Center, SUNY-Albany**

Project Title: Teaching Writing to Adults: Staff Development for Adult Educators: Phase III and Phase IV

Description: For FY 1988, the following activities were undertaken: the curriculum and resource paper were revised based on field testing and then subsequently disseminated, an advanced writing workshop was developed and presented, and the GED performance study was completed.

In FY 1989, the project will continue to provide support and coordination to adult educators who teach writing to adults. During Phase IV, a third in-service videotape will be developed, technical assistance will be provided, and previously developed materials, such as the GED study, will be disseminated.

Target Population: GED/ABE Instructors

Project Director: LaVerna M. Fadale
Two-Year College Development Center
SUNY-Albany, Draper 306
135 Western Avenue
Albany, New York 12222
(518) 442-5590

Funding Amount: FY 1989: $37,453

* * *

Agency: **Westchester Institute for Human Services Research, Inc.**

Project Title: Transferring Success in Adult Education

Description: Adult Literacy continues to be one of New York State's highest priorities. The influx of new immigrants, together with the persistently high dropout rate in urban areas, has created a need for high quality adult education programs. Demonstrating program effectiveness and ultimately receiving State or national validation are components of a comprehensive evaluation process. The need for identifying effective adult education programs and enabling their staffs to share their expertise with others is especially critical at this point in time because of increased demand for excellence in education and the limited resources available to develop new programs. Validated projects offer provider agencies a means of adopting practices known to work; this, in turn, saves time, money, and considerable effort. Validated programs are particularly needed to demonstrate significant holding power or retention of students, as well as essential support services such as career counseling.

This project supports the identification, screening, and selection of adult education programs that show high promise as exemplary programs likely to meet New York State's criteria for validation. In FY 1989, the Administrator's Guide For Attaining Validation In Adult Education will be revised to reflect major new changes adopted in 1987 by both the Federal and New York State Validation systems, and technical assistance and training in use of the Guide will be provided to New York State Education Department staff.

Target Population: Program Coordinators

Project Director: Ronald Szczypkowski
Westchester Institute for Human Services Research, Inc.
2 Bell Place
Port Chester, New York 10573
(914) 834-6660

Funding Amount: FY 1989: $65,010

Mini-Grants

Mini-Grants were intended to improve, adapt or disseminate methods of instruction for adults in Literacy Programs or English For Speakers of Other Languages (ESOL). In FY 1988, programs were given mini-grants to support special education needs at the local level. The results of these innovative concepts are summarized in this section.

Funding Amounts for all Mini-Grants: $1,000

Year of Funding for all Mini-Grants: 1 year

Agency: **Maryvale Community Education Program**

Project Title: Developing a Microcomputer Lab for the ABE Classroom

Description: This project was designed to expand the use of computers in the adult basic education (ABE) classroom through the development of a microcomputer laboratory where both teachers and students could evaluate software currently available for ABE instruction.

The laboratory was equipped with Apple IIe microcomputers because of the abundance and variety of instructional software available for these computers. Fifteen software programs, representing various subject areas (mathematics, reading, writing skills, science, and social studies) were purchased for this project. After extensive use by both teachers and students, program evaluations were compiled into a booklet which is available upon request. These reviews include information to assist other ABE programs in selecting software such as:

- cost
- publisher information
- number of disks
- appropriate use (grade level)
- description/summary
- brief evaluation by teachers and students.

Since the addition of computers to this ABE classroom, student recruitment, retention, and motivation have improved significantly. The computers were found to be highly popular and a tremendous motivator for many students who experienced success in learning more quickly. Ninety-nine percent of the students in the ABE program participated in this project and expressed a preference for this alternative method of instruction.

Target Population: Adult Education Teachers and Students

Project Director: Suzanne S. Licata
Maryvale Community Education Program
777 Maryvale Drive
Cheektowaga, New York 14225
(716) 631-9630

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Agency: **Connetquot Central School District of Islip**

Project Title: ESOL Hand Signals Project

Description: The project addressed the common problem of teaching the English language, especially grammar, to non-English speaking students more efficiently, while limiting the amount of potentially confusing verbal direction. Using a practical hand-signal approach, verb tenses, punctuation, information, and articulation can be more efficiently communicated and learned. While not a methodology unto itself, hand-signals can be incorporated into any ESOL program to facilitate the teaching of English.

An illustrated guidebook describing activities appropriate for ESOL students from grade 2 through adult was developed for use by ESOL teachers. These activities involved teaching the corresponding hand signal at the beginning of a lesson and using the appropriate hand-signal(s) during subsequent practice and review sessions to elicit the proper response. Although the list of hand-signals contained in the guidebook is not a complete one, it does include practical suggestions for teaching verb conjugation and tenses.

Target Population: ESOL Teachers

Project Director: Gail Reich
Connetquot Central School District of Islip
780 Ocean Avenue
Bohemia, New York 11716
(516) 244-2222

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Agency: **Greece Central School District**

Project Title: Hotline Tutor/GED on TV Training

Description: The goal of this mini-grant was to train a telephone/hotline tutor in each area of New York State served by a PBS station in an effort to enhance the State Education Department's funding of the GED on TV broadcast rights. The tutor training was designed not only to supplement the handbook, *GED on TV Program Implementation Manual*, but also to establish a link between the PBS station airing the series and the local education agencies (LEAs). The emphasis of the project was placed on establishing tele-tutors since research has shown a strong correlation to exist between the availability of a tele-tutor and student program completion.

The handbook which is available for dissemination was developed to assist personnel at PBS stations and administrators and teachers in LEAs in implementing a GED on TV program and in recruiting students from their local communities. In addition to pre- and post-broadcasting activities, the manual includes practical information on maintaining the program; keeping records; staff training, including teaching and counseling the distance learner; and on using community resources to enrich instruction.

Target Population: Tutors/Teachers and Students Involved in KET/GED on TV

Project Director: Cecily Bodnar
Continuing Education
Greece Central School District
200 Alcott Road
Rochester, New York 14626
(716) 225-4410

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Agency: **Hancock Central School**

Project Title: Video Instruction in GRASP Clinics

Description: Through this mini-grant, video equipment and commercially available GED and basic skills materials were purchased to assist in the instruction and motivation of adult education students enrolled in the GRASP program.

Since adults living in the isolated rural areas need to interact with learning media other than text-paper-pencil study packets, video materials which provide learning through a visual-listening mode were used with GRASP students when they were assembled for specific education classes related to identified needs. Video proved not only to be an effective, efficient, and easily accessible medium of study, but also a successful motivational aide.

Target Population: GRASP Students

Project Director: Harry Sheldon
Hancock Central School
16 Read Street
Hancock, New York 13783
(607) 637-2511

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Agency: **Liberty Central School District**

Project Title: CAI for the GED - II (Computer-Assisted Instruction)

Description: This mini-grant was used to support the purchase of and teacher training in computer assisted instruction (CAI) programs for such subjects as language arts and social studies. Based on previous experience with CAI materials, the expansion is substantiated by GED test results, favorable student reaction to computers, and positive teacher response. While CAI was not used by the students to process information, it did signal a trend that print media (textbooks) should be supplemented with electronic information processing modalities.

Target Population: GED Students

Project Director: Robert E. McCarty
Liberty Central School District
201 Main Street
Liberty, New York 12754
(914) 292-5400, Ext. 61

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Agency: **Liberty Central School District**

Project Title: Cognitive Blueprint I

Description: Since differences in the way individuals process information affects learning, this project supported the use of the Reading Style Inventory (RSI) with adult students enrolled in ABE and GED preparation classes in an effort to help them understand their individual learning styles. By helping students understand their unique processing styles, it was anticipated that achievement gains could be realized.

Through the RSI, 90 percent of the adult GED students were able to enhance their information processing and study skills and thus increase their success on the GED examination. In addition, the RSI blueprint proved to be an excellent motivational tool to encourage adults to pursue higher educational and vocational goals.

Target Population: ABE and GED Students

Project Director: Robert E. McCarty
Liberty Central School District
201 Main Street
Liberty, New York 12754
(914) 292-5400, Ext. 61

Agency: **Literacy Volunteers of Buffalo & Erie County**

Project Title: Program Facilitator (Evening Hours)

Description: Prior to this mini-grant, students seeking assistance from the literacy center were limited in the hours they could obtain information or enroll in classes. In addition, monitoring the tutorial program was difficult because of limited resources. In an effort to facilitate greater use of the center's services by the public, this mini-grant alleviated some of these restrictions by extending service availability and instituting a telephone follow-up with tutors.

This grant enabled the center to expand their evening hours two evenings a week (Tuesday and Thursday) from 4:00 - 9:00 p.m. With these extra hours, the center was able to:

- hold three evening workshops to train new tutors
- interview 64 new clients and 175 potential volunteers who were unavailable during the day
- monitor the progress of 174 tutors and 400 students and provide assistance when needed
- provide students and tutors with a safe and convenient location for evening tutoring sessions or for discussing problems
- institute evening hours for the center's comprehensive library during which 95 tutors used the library to borrow or return materials.

Many students and tutors who otherwise may not have been served have been helped by the center during these extended hours.

Target Population: Students in Need of Literacy Assistance

Project Director: Kim Cady
Literacy Volunteers of Buffalo & Erie County
1439 Main Street
Buffalo, New York 14209
(716) 882-7323

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Agency: **Niagara Falls City School District**

Project Title: Dissemination of Health Screening Brochures

Description: The mini-grant was used to support the development of a brochure describing the Niagara Falls Health Program designed to enhance learning by adult education students through better health. The brochure is currently available for dissemination to providers of adult literacy services throughout New York State.

In this health program, a school nurse provided by the Niagara Falls City School District conducted a health screening of all students enrolled in ABE, GED, ESOL, and continuing education classes. The screening procedure involved an assessment of the general health of each student and the preparation of a student health profile (blood pressure, height, weight, age, vision, hearing, nutrition, and family history) which was then reviewed by a health team including the school nurse, guidance counselor, consumer-homemaker teacher, life skills educator, and instructional specialist. The information was also shared with each student who then received medical attention, if needed, or attended special, individualized health classes developed through the Consumer and Homemaker Program, which provided the knowledge and skills needed to prevent or correct health problems identified by the screening.

Through the Niagara Falls Health Program, a better understanding of the students' needs has improved the delivery and quality of the education program.

Target Population: Adult Educators and Coordinators

Project Director: Cynthia Bianco
Niagara Falls City School District
607 Walnut Avenue
Niagara Falls, New York 14302
(716) 286-4253

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Agency: **Suffolk BOCES III**

Project Title: Curriculum Materials Review for Special Needs Population

Description: As part of this mini-grant, curriculum and other education materials developed for adult basic education students were reviewed and classified according to the student populations(s) best served by their use. In some cases, materials were revised or new resources ordered to meet the needs of such special populations as the learning disabled, lower level reader, or the ESOL student.

In the center`s continuing efforts to accommodate the special needs of its adult basic education students and to assist them in obtaining a high school diploma, the retention level of students was evaluated and the reading and math levels of students were carefully tracked so that timely referrals could be made to the appropriate program (EDP, GED, GRASP) within the agency. As a result of this project, the new and revised education materials have enhanced the adult basic education program at the center by providing the students with resources that have helped to refine the individualization of the program.

Target Population: Adult Students with Special Needs

Project Director: Sandra Hoffman
Suffolk BOCES III, Career Center - L.A. Wilson Tech Center
17 Westminster Avenue
Dix Hills, New York 11746
(516) 595-1402

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Agency: **Yonkers City School District**

Project Title: Survey of Yonkers Adult Educational Needs

Description: In an effort to increase the quality and quantity of program offerings, this mini-grant was used to support the development, dissemination, and implementation of two needs assessments. The first was a survey of students enrolled in basic education and skills training classes to determine ways in which the current program could be improved. The other survey was conducted of the business community to identify ways in which the instructional program should be modified to respond to changes in the business community.

A total of 4800 surveys were distributed to schools and business/community organizations. Approximately 20 percent of the surveys were completed and returned. Of the total of 968 responses, about 69 percent were from women and 31 percent were from men. They were then tabulated by gender and age. The following interpretations were based on this sample of survey responses:

- It was evident that many people were unaware that continuing education classes were available within the local community. However, of those individuals who were aware of the variety of program offerings, brochures, newspaper ads, and word of mouth were listed as the most effective means of recruiting students.
- Evenings, mornings, and Saturdays were the times most preferred for instructional offerings.
- The majority of respondents, including men and women of all age categories, expressed an interest in occupational, business, and employment training classes.

Taking these responses into consideration, the Yonkers City School District has been able to adapt its basic skills and continuing education programs to meet the needs of its diverse student population.

Target Population: ABE Students - Business Community

Project Director: Joan O'Gorman
Yonkers City School District
145 Palmer Road
Yonkers, New York 10701
(914) 337-4439